Building New Council Capacity

When capacity building is successful, it strengthens a nonprofit's ability to fulfill its mission over time, and enhances the nonprofit's ability to have a positive impact on lives and communities.

"Nonprofits have an obligation to seek new and even more effective ways of making tangible progress towards their missions, and this requires building organizational capacity. All too many nonprofits, however, focus on creating new programs and keeping administrative costs low instead of building the organizational capacity necessary to achieve their aspirations effectively and efficiently...This must change: both nonprofit managers and those that fund them must recognize that excellence in programmatic innovation and implementation are insufficient for nonprofits to achieve lasting results.

Great programs need great organizations behind them."

http://www.councilofnonprofits.org

What we have done to accomplish this includes:

- Providing information to all stake holders who may be active or not to keep them engaged
 - Constant invitations to meetings and follow up
 - Created two work teams to help protect the time of community partners
- Utilizing many of the ideas directly from community partners
 - Keeping a diverse stakeholder community
 - Maintain transparency
 - Ask for help
 - Utilize brainstorming sessions
 - Conduct meetings that are consistent, relevant, productive, and relaxed
 - Stay focused on the task
 - Stay positive
 - Ask for and accept feedback

CECC Grant: Tasks and Timelines

04/26/13		Review Final Grant
When Available		Get RFA for Grant Offline & Review Requirements
02/22/13		Budget (Appendix) & Budget Narrative
02/01/13		 Measurements, Community Support
01/18/13		 Identify need for Activity & Outcomes (Appendix)
02/15/13		Work Plan (Closely Aligned with Narrative)
		Organizations Involved
03/01/13		 Steps to Engage Comm. Partners, Info. on
02/22/13		 Expected Outcomes of Activities & Evidences
02/15/13		 Activities: Personnel, Timelines, Target Population
03/15/13		Project Overview (Narrative)
01/25/12		Summarize Findings
01/11/13		 Implement/Network
12/14/12		Develop
		Implementation, & Summarization
01/25/13		Community Survey (Appendix): Development,
03/22/13		Project Summary: 50 words or less
04/12/13		Cover Page (Appendix): notarized with signatures
01/25/13		Letters of Commitment: Child Care, Head Start, & School
12/07/12		Establish a Fiscal Agent
04/12/13	Ö	Intent to Apply Letter
<u>Due Date</u>	Member	Task

Approaches to	Social and Emotional	Language and	Health and Physical	Cognitive and General
Learning	Development	Communication	Well Being	Knowledge
		Development		
Promote existing	Information booklet or	ESL outreach for	Enhance community	Arts/music/story events at
programs and partner	resource guide for	preschool screenings	awareness and accessibility	library or other spaces and
with community	Jessamine County (various	52	(mobile units)	connect with teachers
organizations	media forms)			
Increase program	Information on free area	Parent education on fine	Vaccinations/developmental	Connect with Asbury
accessibility (with working	programs	motor skills	milestones/early	students
families too)			intervention	
Increasing value of	A community "vendor"	Age appropriate language	Promote active lifestyle,	Checklist of milestones for
education (in parents)	fair/event	(baby talk) (KET)	healthy eating, nutrition	early intervention
Prenatal care in Jessamine	Checklist of activities or	Overall communication	Involve grocery stores	Panel to answer parent
County	ideas that promote positive	skills (unplug the	(nutrition suggestions),	questions
	social and emotional	electronics!)	cooking classes, cookbooks	-
	development (with			
	incentives possibly)			
Professional Development	Mentoring project	Snacks and Stories at the	Summer food bus program,	MOPS (mothers of
	involving senior	Village	farmers market involvement	preschoolers) group
	centers/grandparents			
	(RSVP)			
	Have timelines available to	Offer sign language classes	Prenatal care	
	families	for parents/toddlers		

With these key ideas, think about transportation barriers, stigmas, technology, and involve childcare providers!

Proposed Activity	Community Need the Activity	Desired Outcome	<u>Measurable</u> <u>Indicators</u>	Responsible Party or Community	Project Complete Time Q1—Q2—
	Addresses			Resource	03-04
Prenatal Care Classes	Prenatal Care/Health Physical Well Being	Educate new moms on appropriate nutrition/services in order to have optimal baby development and health.	Number of moms in attendance of class Number of classes provided	Health Department	Q2/Q4
2. Senior Citizens Mentor Project (Snacks and Stories at the Village and Day Cares/Head Start)	Social/Emotional Development Cognitive/General Knowledge Language Development	Promote positive learning relationships with community child care/school providers and the elderly citizens of the community.	Number of children signed up Number of senior citizens Number of sessions/week	JELV RSVP Library Day Care Centers Head Start	Q1-Q4
3. Summer food bus program	Health Physical Well Being	Provide healthy foods to pockets of community that is limited in accessibility. Encourage healthy eating lifestyles.	Number of people served each time Pounds of food?	Local food pantries Churches Grocery Stores Day Cares	£0
4. Art, Music, Story Events at Library	Cognitive General Knowledge	Provide fun activity to promote creative learning experiences for K and under.	Number of families in attendance Number of children present	Library Asbury	Q2/Q4
					20

Q4	Q1-Q4	Q3	Q1
Public Places of Commerce Doctor's Offices Day Cares Health Department Library Local Schools Head Start	JELV Library Head Start Day Cares Jessamine Counseling Center Health Department Extension Office	JELV—could be held during Winter Family Fun Night Asbury Local Fitness Places (Jazzercise/Y)	JELV—could be held during Parent Orient. Doctors Counselors Psychologists Teachers Principals Early Intervention Specialist
Number of flyers handed out	Number of people per session Pre/Post Test Teacher Input?	Number of people in attendance Surveys	Number of people in attendance
Educate parents regarding appropriate timelines for milestones to help with early intervention.	Empower and equip parents with knowledge and resources in each of the 5 areas.	Provide information on what to do when the electronics are unplugged (and what to do when they are on—appropriate apps, etc.). Provide ways families can be active together.	Foster an opportunity for parents to seek advice and information.
Early Intervention Parent Education	Could cover all 5 components in 5 different sessions: Approaches to learning, Social Emotional development, etc.	Physical Health Communication	Education Could cover all components
5. Educate parents on timelines for physical/cognitive milestones and include what to do if a parent has a concern.	6. Parent Education Classes (2 nd Steps Curriculum)	7. Unplug and Get Active Event	8. Panel Sessions (Q & A)

Proposed Activity	Community Need the	Desired Outcome	Measurable	Responsible Party or	Project Complete
	Activity Addresses		Indicators	Community	Time Q1 Q2 Q3 Q4
				Resource	
1. Community Baby	Prenatal Care	Provide information to	Number of moms	Health Department	Q2
Showers	Health/Physical Well	new moms on	enrolled in HANDS	(HANDS)	Q4
	Being	appropriate nutrition		Local Hospitals/OBGYN	
	Education	and services in order to	Number of	Practices	
		have optimal baby	flyers/advertisements	MOPS (Mothers of	
		development and	printed	Preschoolers)	
		health.		JELV (Jessamine Early	
			Number of attendees	Learning Village)	
		Offer information on		Day Cares	
		important milestones of		Head Start	
		a child's development.			
		Offer connections to			
		local community			
		resources.			
2. Lunch and Learn	Health/Physical Well	Provide healthy foods	Number of people	Local Food Pantries	Q3
	Being	and educational	served each trip	Churches	
	Nutrition	activities to pockets of		Day Cares	
				Health Denartment	
-		COMMING LINE IS		ineatti Deparation	
le le		limited in accessioning.		Diroctor of Egod Conject	
				חוו ברוחו חו בחחת זבו אורבז	
		Encourage healthy		(Jessamine Co. Public	
		eating lifestyles.		Schools)	
3. Creative ???	Cognitive General	Provide fun activity to	Number of families in	Library	Q 2
	Knowledge	promote creative	attendance	Asbury	Q4
	Creativity and Motor	learning experiences for		RSVP	
	Skills	Kindergarten aged	Number of children	Local Artists and	
		children and under.	present	Musicians	
4. Parent Education	Five sessions to cover five	Empower parents with	Number of people per	Library	Q1-Q4
Classes (2 nd Steps	key areas: Approaches to	knowledge and	session	Head Start	
Curriculum)	Learning, Social and	resources in each of the		Day Cares	
•	Emotional Development,	5 key areas.	Pre/Post Test	Jessamine Counseling	
	Language/Communication			Center	
	Development, Health and			JELV	
	Physical Well Being, and			Health Department	

	Cognitive and General			Extension Office	
	Knowledge			Adult Education	
5. Day Care Trainings	Education and Training	Prepare and equip day	Number of trainings	Day Cares	Q2
and Events		care teachers and	offered	Head Start	Q4
		workers to ensure		Qualified Trainers and	
		optimal health,	Number of Day Cares in	Instructors	
		development,	attendance	Adult Education	
		education, and		HANDS	
		opportunities for the	Number of individuals		
		children attending.	in attendance		
_			Pre/Post Test		

Community Early Childhood Council: Jessamine County

Joe Brannen, CECC Chair

Jessamine County Schools, Fiscal Agent

(Date Submitted)

Total Pages: (20)

Total Membership: (15)

Community Early Childhood Council: Jessamine County

Project Summary

Jessamine County seeks to establish a Community Early Childhood Council in order to increase school readiness for children under the age of five.

Include outcomes and related activities, how these activities will lead to greater school readiness, be DESCRIPTIVE!

Community Needs

Utilize early childhood profile for county, school readiness domains, and other data sources.

Community strengths and weaknesses

Introduction

"Every year, more than 3 million children enroll in a public kindergarten program. It is a momentous time in their young lives when each child enters with different strengths, weaknesses, skills, and needs" (Daily, Burkhauser, & Halle, 2012). In order to make sure that Jessamine County children are school ready, the CECC (Community Early Childhood Council) will provide activities for children and families that cover the five key areas identified by the Governor's Office of Early Childhood in Kentucky. These five key areas that will be addressed are Health and Physical Well-Being, Social and Emotional Development, Language and Communication Development, Cognitive and General Knowledge, and Approaches to Learning. These five areas represent a holistic view of child development, and each area is essential in preparing children for success in Kindergarten.

Need for Prenatal Care and Education

Jessamine County had 10% of babies with low birth weight and 13% of babies were born pre-term in 2009.² Additionally, 21% of teens (ages 15-19) had repeat births in 2009.³ Studies have shown that premature births and complications are increasing and a response is needed from communities regarding resources and skills.⁴ Seventeen percent of births in Jessamine County in 2009 were to mothers who were not high school graduates, and 23% of births were to mothers who

¹ Daily, Burkhauser, & Halle. (2011). School readiness practices in the United States. *National Civic Review*, 21-24. ² http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2%2c4

http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2%2c4
Bauer & Msall. (2010). Kindergarten readiness after prematurity: Integrating health, development, and behavioral

functioning to optimize educational outcomes of vulnerable children. *Developmental Disabilities Research Reviews*, 16, 313-322.

smoked during pregnancy.⁵ This information indicates a need for Jessamine County residents to have access to education and resources regarding prenatal care, given that prenatal care affects a child's overall development.

Need for Basic Resources

According to Kids County, Jessamine County had 3,575 children ages 0-4 in 2011.⁶ Of this population, 1,169 were receiving WIC (Women, Infants, Children) assistance.⁷ Additionally, an estimated 25.3% of children fell under the poverty rate in 2011⁸. These statistics are relevant because it shows that in Jessamine County, there is a great need of public assistance during crucial developmental years of a child. Furthermore, 53% of Jessamine County students are eligible for free or reduced lunches, and 3,175 children receive food stamps.⁹ Consequently, there is a great need for basic resources in Jessamine County. With these types of worries (food, clothing, paying the bills), preparing children for Kindergarten becomes a low priority, and a piece of getting children Kindergarten ready relies on optimal physical health and well-being.¹⁰

Need for Creativity

An essential part of a child's development involves creativity, imagination, and active play. According to the Governor's Office of Early Childhood, it is crucial for children to have experiences and exposure to arts, music, print and reading materials, and active play. It is interesting to note that in one particular study, Kindergarten children who received four months of music instruction had considerably larger gains in reading skills than children who had no music

⁵ http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2%2c4

http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2%2c4
 http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2%2c4
 http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2%2c4

http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&cat=773&group=Category&loc=2980&dt=
1%2c3%2c2%2c4

http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2%2c4
 Governor's Office of Early Childhood

¹¹ http://kidsnow.ky.gov/School%20Readiness/Pages/default.aspx

instruction.¹² Thus, providing opportunities for creative arts and active play can enhance school readiness for children ages 0-5.

Need for Parent Education

Jessamine County showed that 75% of children were ready with supports for the 2012/2013 academic year. This is highly unacceptable. Children should be coming to Kindergarten as ready without supports. One of the primary vehicles to Kindergarten readiness is communication to parents regarding expectations and ideas to enhance their child's development. The Governor's Office of Early Childhood also agrees that there is a need for families to have access to information and resources on how to support their child's learning and education.

Need for Day Care Trainings/Events

Some research shows that most child care centers in the United States have low quality, and only half of the facilities meet less than minimal standards. As of 2012, Jessamine County had 30 regulated child care providers and 11 were STAR rated. In order to better prepare children for Kindergarten entry, work has to be done at the day care and early childhood educational centers. Communities, like Jessamine County, need to collaborate with child care providers, Head Start, and teachers in order to assist with trainings and provide a good foundation for school success. 18

¹² Eastlund. (2005). The effect of music instruction on phonemic awareness in beginning readers. *Journal of Research in Music Education*, 53(3), 199-209.

¹³ Briggance Testing Scores

¹⁴ Bauer & Msall. (2010). Kindergarten readiness after prematurity: Integrating health, development, and behavioral functioning to optimize educational outcomes of vulnerable children. *Developmental Disabilities Research Reviews*, 16, 313-322.

¹⁵ http://kidsnow.ky.gov/School%20Readiness/Pages/default.aspx

¹⁶ Committee on Early Childhood, Adoption, and Dependent Care. (2005). Quality early education and child care from birth to Kindergarten. *American Academy of Pediatrics*, 115(1), 187-191.

¹⁷ http://datacenter.kidscount.org/data/bystate/stateprofile.aspx?state=KY&group=All&loc=2980&dt=1%2c3%2c2 %2c4

¹⁸ http://kidsnow.ky.gov/School%20Readiness/Pages/default.aspx

Strategic Plan

Introduction

In preparation for the grant, the CECC Grant Committee has held several meetings with members in the community from the Jessamine County Public Library, the Jessamine County Health Department, Jessamine County H.A.N.D.S. (Health Access Nurturing Development Services) Program, the Jessamine County Adult Education and Family Literacy Program, Jessamine Early Learning Village and the Family Resource Center, Local Church Representatives, Department for Community Based Services, University of Kentucky Extension Office, and the Child Care Council of Kentucky. These meetings enabled the Committee to gather various perspectives on the needs of the community and projects that can help meet those needs.

For those invited and unable to attend the meetings, email correspondence was kept in order to allow for input from other agencies such as Day Cares, Head Start, and Bluegrass Community Action. After these meetings, the CECC Grant Committee established and finalized five community projects to meet the needs of Jessamine County early childhood population. These activities will promote school readiness for Jessamine County through education and information, tangible resources, community collaboration, and early intervention. The five projects are detailed in the following pages.

Activity 1: Community Baby Showers

The CECC of Jessamine County has designed an activity to meet multiple needs of the community through Community Baby Showers. These events would be held in a community center (e.g. Extension Office) and the whole county would be invited through flyers in public places of commerce (e.g. Library, Doctor's Offices), advertisements on local radio stations, social media outlets, and letters sent home through the Jessamine Early Learning Village. Incentives to attend the baby shower will include free merchandise at booths, raffles for gift cards to Babies 'R Us, Wal-

Mart, and Kroger, and giveaways of diapers, pull ups, and baby wipes. The CECC proposes to organize two Community Baby Showers to be held in the Fall and the Spring. A committee of five or more individuals within the council will be responsible for completing specific tasks such as contacting vendors, reserving facilities, and acquiring incentives.

The target population for these events is pregnant women and mothers with infants because early development is critical to set up a standard of success. The specific outcomes are to provide information to new moms on appropriate nutrition and services in order to have optimal baby development and health; offer information on important milestones of a child's development; and offer connections to local community resources. The CECC believes that this will provide education to equip parents and caregivers with appropriate knowledge, skills, and resources to ensure that their children are school ready by age five.

Vendors would be invited to have booths at the baby showers. Some vendors include the Health Department, Doctor's Offices/Women's Clinics, Jessamine County Adult Education and Family Literacy Program, H.A.N.D.S. Program, M.O.P.S. (Mothers of Preschoolers), Jessamine Early Learning Village, Day Cares, Head Start, and other relevant community agencies. These booths will offer community members knowledge and resources including important milestones for appropriate ages, nutritional information for pregnant mothers, educational expectations for Kindergarten entry, and access to community resources for interventions.

In addition to having booths for agencies, the baby shower will provide a Panel Session (Question and Answer). A box with paper and pen will be available for community members to ask questions anonymously. The panel experts will include Doctors/Physicians, Early Intervention Specialists, Teachers/School Staff, Day Care Directors, Psychologists/Counselors, Jessamine County Adult Education and Family Literacy Program Staff, and other Qualified Instructors and Specialists on Early Childhood Development. The necessity of these panels comes from the notion

that families look to counsel from experts such as pediatricians for support in key areas that affect a child's development. ¹⁹ The session will last approximately an hour, and the experts will be able to mingle with the community members after the session if there are further inquiries.

The Community Baby Showers will provide attendees a chance to provide feedback through surveys upon exit. The CECC will keep a record of the number of attendees, not including children, and keep a record of the number of flyers and advertisements printed for the event. Finally, the CECC will be able to report the number of new enrollees in the H.A.N.D.S. program. The CECC aims to enroll at least ten new members into this program which provides support, education, and resources to first time parents.

Activity 2: Lunch and Learn

It is obvious that children in Jessamine County are at risk for hunger according to these statistics, and it is vitally important for children to obtain proper nutrition at young ages to prepare them for development and school success. The CECC of Jessamine County seeks to provide nutrition, health, physical well-being, and education through the Food Program. Jessamine County has a current program in place called the Summer Feeding Program that is operated through the Jessamine County School District. This program operates during the summer months to deliver food to areas of the community that are not easily accessible and in need of resources. A meal is

¹⁹ Committee on Early Childhood, Adoption, and Dependent Care. (2005). Quality early education and child care from birth to Kindergarten. *American Academy of Pediatrics*, 115(1), 187-191.

provided to children under the age of 18. The Summer Feeding Program typically feeds about 400 children per day in eight various locations in the community.²⁰

The CECC Lunch and Learn Program will partner with the Summer Feeding Program to expand services. With the partnership of these programs, nutritious meals and educational activities will be offered to Jessamine County residents. Some examples of these educational activities include reading stories and giving away reading materials, exercise in the form of sports and games, and creating crafts. In addition to educational activities, resources for families will be available. Community resource sheets and booklets will be distributed along with information about current community activities.

Numerous community partners will be involved in the success of this activity including Local Food Pantries, Day Cares, Churches, Health Department, Library, and the Director of Food Services at Jessamine County Public Schools. The Lunch and Learn will run in the summer months for a total of 8 weeks. The Food Program will be able to provide nutritious food and educational activities to children located in pockets of the community that are limited in accessibility. The CECC of Jessamine County will evaluate the program based on the number of children served per day and in total. The CECC will also record the number of educational activities per week, and how many children are in attendance.

Activity 3: Art, Music, and Story Events (don't like this title! Boring...)

The CECC of Jessamine County additionally seeks to provide cognitive, general knowledge, creativity, and fine motor skills enhancement opportunities through the establishment of this grant. These opportunities will center on art, music, and reading. The implication is that there exists a strong association between music and reading, and the CECC seeks to implement this evidence to aid in preparing children for Kindergarten.

²⁰ http://articles.centralkynews.com/2011-06-21/jessaminejournal/29688056_1_summer-food-program-jessamine-schools-karen-barden

These activities will be held at the Jessamine County Public Library throughout the year. Information about each activity will be available through community postings, newspaper articles, and social media. The purpose of this activity is to provide fun, interactive sessions that promote creative learning experiences for children ages 0-5.

Local community partnerships include the Jessamine County Public Library, Asbury

University, RSVP (Retired Seniors Volunteer Program), and local artists and musicians. Incentives
will also be offered to families in attendance. Various prizes such as gift cards, baskets of related
lesson materials, and coupons for restaurants will be distributed in the form of raffles and drawings.

The CECC will measure the progress of these activities through recording the number of families
and individuals in attendance for each activity and through pre and post test surveys. These surveys
will provide the facilitators with feedback in the areas of success and the areas of growth.

Activity 4: Parent Education Classes

As mentioned previously, Jessamine County showed that 75% of children were ready with supports for the 2012/2013 academic year.²¹ The aim is to prepare children to be Kindergarten ready without supports. The CECC of Jessamine County will provide parents with classes to help them prepare their little ones for Kindergarten so that they enter Kindergarten with a status of "ready without supports". These classes will be offered in a community location and will center on the five key areas: physical health and well-being, social and emotional development, communication and language development, cognitive and general knowledge, and approaches to learning. The CECC will provide the facilitator/instructor based on credentials and certifications.

The purpose of this activity is to offer a learning opportunity to parents and to empower them with resources and information to assist their child in becoming Kindergarten ready. The CECC will measure this activity using pretests and posttests for each class session. The CECC will

²¹ Briggance Testing Scores

also record the attendance of each session. Key community partners include the Jessamine County
Public Library, Head Start, Day Cares, the Jessamine Counseling Center, JELV, Health
Department, the Extension Office, and Jessamine County Adult Education and Family Literacy
Program.

Activity 5: Day Care Trainings and Events

The CECC of Jessamine County will provide day care trainings and events to foster better care and standards for the children. The CECC seeks to have partnership with the local child care facilities in order to offer appropriate resources, materials, and trainings. This will provide optimal health, development, education, and opportunities for the children in attendance and will only increase the likelihood of them being Kindergarten ready by age five.

The CECC will provide adequate and qualified facilitators of trainings and will provide beverages and snacks during the trainings. The CECC will offer these trainings throughout the year, ultimately hosting at least 4 trainings and events. Packets of information, books, and teaching tools will be provided to each staff member in attendance. Several community partners will be involved including Head Start, Day Cares, Jessamine County Adult Education and Family Literacy Program, and H.A.N.D.S. The CECC will measure the events by recording the number of trainings, number of Day Cares represented at each event, number of individuals in attendance at each event, and through a pre/post test for each training.

Conclusion

"All of a child's early experiences, whether at home, in child care, or in other preschool settings, are education" (Committee on Early Childhood, Adoption, and Dependent Care, 2005)²². It is absolutely imperative that communities get involved in early childhood care because it sets the stage for school readiness and success in life. The Governor's Office of Early Childhood School

²² Committee on Early Childhood, Adoption, and Dependent Care. (2005). Quality early education and child care from birth to Kindergarten. *American Academy of Pediatrics*, 115(1), 187-191.

readiness is multidimensional and encompasses health and physical well-being, emotional and social competence, communication skills, approaches to learning, and general cognitive skills²³. The CECC of Jessamine County seeks to provide opportunities to enhance school readiness by addressing each of the five key areas set forth by the Governor's Office of Early Childhood Education. These activities include community baby showers, food program, art, music, and story events, parent education classes, and day care trainings and events.

²³ Bauer & Msall. (2010). Kindergarten readiness after prematurity: Integrating health, development, and behavioral functioning to optimize educational outcomes of vulnerable children. *Developmental Disabilities Research Reviews, 16*, 313-322.